

December 2, 2002

To: Supervisor Zev Yaroslavsky, Chairman  
Supervisor Gloria Molina  
Supervisor Yvonne Brathwaite Burke  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

From: David E. Janssen  
Chief Administrative Officer

## **COUNTY FACILITY INSPECTIONS**

On July 30, 2002, on motion of Supervisor Yvonne Brathwaite Burke, your Board instructed this office to compile a report showing all entities that perform some type of facility inspection and to examine the feasibility of whether joint or coordinated inspections can be held for County facilities. My office was instructed to report back to the Board within sixty days. On October 3, 2002, an additional sixty days was requested to work with the various agencies to find out how inspections are conducted and if a coordinated calendar for inspections is feasible.

Attached is a copy of the "County Facility Inspections Chart" compiled by my staff that lists facilities that require inspections. The chart also shows who inspects the facility, type of inspection, frequency, and notice requirements. Justice related facilities, for the most part, appear to be inspected by quite a few of the same agencies. These inspections are conducted to determine compliance with standards set forth in Titles 15 and 24 of the California Code of Regulations. Private and contract facilities, for the most part, are inspected by different divisions within the Department of Health Services that check for compliance with specific sections of the California Health and Safety Code. State inspectors based at the Orange County district office check Los Angeles County hospitals and health centers to avoid any appearance of a conflict of interest.

My office worked directly with various County and State agencies that either conduct facility inspections or are subject to inspections to identify the various codes and regulations under which inspections must be conducted. In addition, we reviewed the

mandates of all County created commissions that are responsible for conducting facility inspections. Overall, we found no specific legal requirement that would prohibit joint inspections.

However, as reported in our October 3, 2002 memorandum to your Board, most facility inspections require unannounced inspections in order to view the normal operations and conditions of the facility. Many agencies do not select the facility to be inspected until the morning of the site visit. The site selected for inspection could be based on a number of factors such as the amount of time available for the inspection and the geographic location of the sites. Unannounced site visits would be difficult to conduct jointly among local agencies without word getting back to the facility to be inspected.

The responsibility to maintain safe, secure, and constitutionally acceptable facilities is an enormous undertaking requiring a close, collaborative working partnership between the involved agencies. Most inspections of County facilities by outside agencies that are "announced" and conducted by appointment appear to be well coordinated. For the most part, County staff at the Sheriff operated facilities maintains a listing of the contact person at the agency conducting the inspection. County staff is proactive and contacts the agency directly to coordinate and schedule the inspection in accordance with the mandated time periods.

We also looked at whether inspections by County agencies could be conducted jointly. We found that although some areas overlap, each agency is conducting highly specialized reviews utilizing different criteria. For example, within the Department of Health Services, inspectors from both the Environmental Health Division and the Medical/Mental Health conduct inspections of County jails and court lock ups. Each has a highly specialized and specific scope of review. The Environmental Health Division inspection focuses on the different environmental conditions within the facility, while the Medical/Mental Health Section inspection focuses on care available and provided to the population within the facility. Having inspectors from both divisions visit a site at the same time could be disruptive to the facility. It would require a great amount of Sheriff Department staff time and resources to escort two separate parties simultaneously through a secure locked facility.

Based upon our review, we believe that in most cases there are compelling reasons why joint inspections of our County facilities would not be beneficial. We recommend that the County agencies involved in the facility inspection process continue to cooperate with each other to make the process as smooth and painless as possible.

Each Supervisor  
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Please let me know if you have any questions or your staff may call Rosemary Gutierrez at (213) 974-1148.

DEJ:DL  
RMG:ljp

#### Attachment

c: Executive Officer, Board of Supervisors  
County Counsel  
Sheriff  
Fire Department  
Grand Jury  
Health Services  
Institutional Inspection Commission  
Probation

facility inspections2-w.bm

# COUNTY FACILITY INSPECTIONS CHART

County Facilities	Inspected By	Type of Inspection	Inspection Frequency	Notice Requirements
<b>Jails</b>	Institutional Inspection Commission	Housing and Inmate Treatment	Annual	Unannounced
	Department of Justice	Overall Conditions	Annual	Unannounced
	Office of Independent Review	Investigation	Annual	Appointment
	Board of Corrections	Overall Conditions	Biennial	Appointment
	Sheriff Field Operations Support Svcs	Code Compliance	Annual	Appointment
	Health Department (State & County)	Routine - Code Enforcement	Annual	Unannounced
	Environmental Health - Public Health	Overall Conditions	Annual	Unannounced
	Medical/Mental Health	Routine - Code Enforcement	Annual	Unannounced
	Nutritional	Routine - Code Enforcement	Annual	Unannounced
	Grand Jury	Overall Conditions	Annual	Both
	Fire Marshal (State, County & City)	Routine - Code Enforcement	Annual	Unannounced
	ACLU	Overall Conditions	Annual	Appointment
	Census Bureau	Conduct Census Count	10 years	Appointment
	Voter Registrar Office	Conduct Voter Registration	Annual	Appointment
	Air Quality Management District	Routine - Code Enforcement	Annual	Appointment
	CAL/OSHA	Overall Conditions	Based upon complaint	Appointment
	Merrick Bobb	Investigation	Annual	Appointment
	Immigration & Nationalization Service	Overall Conditions	Annual	Unannounced
	CAO	Overall Conditions/Investigation	Based upon Board directive	Appointment
	Presiding or Site Supv Judge/Commissioner	Overall Conditions	Annual	Appointment
<b>Court Lock Ups</b>	Institutional Inspection Commission	Housing and Inmate Treatment	Annual	Unannounced
	Department of Justice	Overall Conditions	Annual	Unannounced
	Presiding or Site Supv Judge/Commissioner	Overall Conditions	Annual	Appointment
	Board of Corrections	Overall Conditions	Biennial	Appointment
	Health Department (State & County)	Routine - Code Enforcement	Annual	Unannounced
	Environmental Health - Public Health	Overall Conditions	Annual	Unannounced
	Medical/Mental Health	Routine - Code Enforcement	Annual	Unannounced
	Nutritional	Routine - Code Enforcement	Annual	Unannounced
	Grand Jury	Overall Conditions	Annual	Both
	Fire Marshal (State, County & City)	Routine - Code Enforcement	Annual	Unannounced
	CAL/OSHA	Overall Conditions	Based upon complaint	Unannounced
<b>Juvenile Halls</b>	Institutional Inspection Commission	Housing and Inmate Treatment	Annual	Unannounced
	Department of Justice	Overall Conditions	Annual	Unannounced
	Fire Marshal (State, County & City)	Routine - Code Enforcement	Annual	Unannounced
	Board of Corrections	Overall Conditions	Biennial	Appointment
	Health Department (State & County)	Routine - Code Enforcement	Annual	Unannounced
	Environmental Health - Public Health	Overall Conditions	Annual	Unannounced
	Medical/Mental Health	Routine - Code Enforcement	Annual	Unannounced
	Nutritional	Routine - Code Enforcement	Annual	Unannounced
	Grand Jury	Overall Conditions	Annual	Both
	Probation Commission	Overall Conditions	Annual	Both
	Public Works Department	Routine - Code Enforcement	Annual	Appointment
	Presiding or Site Supv Judge/Juvenile Court	Overall Conditions	Annual	Appointment

County Facilities	Inspected By	Type of Inspection	Frequency	Requirements
Probation Camps	Institutional Inspection Commission	Housing and Inmate Treatment	Annual	Unannounced
	Department of Justice	Overall Conditions	Annual	Unannounced
	Fire Marshal (State, County & City)	Routine - Code Enforcement	Annual	Unannounced
	Board of Corrections	Overall Conditions	Biennial	Appointment
	Health Department (State & County)	Routine - Code Enforcement	Annual	Unannounced
	Environmental Health - Public Health	Overall Conditions	Annual	Unannounced
	Medical/Mental Health	Routine - Code Enforcement	Annual	Unannounced
	Nutritional	Routine - Code Enforcement	Annual	Unannounced
	Grand Jury	Overall Conditions	Annual	Both
	Probation Commission	Overall Conditions	Annual	Both
	Public Works Department	Routine - Code Enforcement	Annual	Appointment
	Presiding or Site Supv Judge/Juvenile Court	Overall Conditions	Annual	Unannounced
Courthouses	Health Department (State & County)	Routine - Code Enforcement	Annual	Unannounced
	Grand Jury	Overall Conditions	Annual	Both
	Institutional Inspection Commission	Housing and Inmate Treatment	Annual	Unannounced
	Fire Marshal (State, County & City)	Routine - Code Enforcement	Annual	Unannounced
Detention Centers	Institutional Inspection Commission	Housing and Inmate Treatment	Annual	Unannounced
	Grand Jury	Overall Conditions	Annual	Both
	Probation Commission	Overall Conditions	Annual	Both
	Department of Justice	Overall Conditions	Annual	Unannounced
	Fire Marshal (State, County & City)	Routine - Code Enforcement	Annual	Unannounced
	Board of Corrections	Overall Conditions	Biennial	Appointment
Correctional Facilities	Institutional Inspection Commission	Housing and Inmate Treatment	Annual	Unannounced
	Department of Justice	Overall Conditions	Annual	Unannounced
	Fire Marshal (State, County & City)	Routine - Code Enforcement	Annual	Unannounced
	Board of Corrections	Overall Conditions	Biennial	Appointment
	Health Department (State & County)	Routine - Code Enforcement	Annual	Unannounced
	Environmental Health - Public Health	Overall Conditions	Annual	Unannounced
	Medical/Mental Health	Routine - Code Enforcement	Annual	Unannounced
	Nutritional	Routine - Code Enforcement	Annual	Unannounced
	Grand Jury	Overall Conditions	Annual	Both
	Probation Commission	Overall Conditions	Annual	Both
Sheriff Stations	Institutional Inspection Commission	Housing and Inmate Treatment	Annual	Unannounced
	Board of Corrections	Overall Conditions	Biennial	Appointment
	Health Department (State & County)	Routine - Code Enforcement	Annual	Unannounced
	Environmental Health - Public Health	Overall Conditions	Annual	Unannounced
	Medical/Mental Health	Routine - Code Enforcement	Annual	Unannounced
	Nutritional	Routine - Code Enforcement	Annual	Unannounced
	Fire Marshal (State, County & City)	Routine - Code Enforcement	Annual	Unannounced
	Grand Jury	Overall Conditions	Annual	Both
	Presiding or Site Supv Judge/Juvenile Court	Overall Conditions	Annual	Appointment

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County Facilities	Inspected By	Type of Inspection	Inspection Frequency	Notice Requirements
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<b>Fire Stations</b>	CAL/OSHA	Overall Conditions	Annual	Appointment
<b>Hospitals &amp; Health Centers</b>	Orange County District/State Dept of Health Grand Jury Fire Marshal (State, County & City) CAL/OSHA Joint Commission Accreditation Healthcare Orgs	Overall Conditions Overall Conditions Routine - Code Enforcement Overall Conditions License Accreditation	Annual Annual Annual Annual Four Years	Both Both Unannounced Unannounced Appointment
<b>Private and/or Contract Facilities</b>	<b>Inspected By</b>	<b>Type of Inspection</b>	<b>Inspection Frequency</b>	<b>Notice Requirements</b>
<b>Acute Psychiatric Facilities</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>Ambulatory Surgical Centers</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>Chemical Dependency Recovery Centers</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>Community Clinics</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>Free Clinics</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>Psychiatric Clinics</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>Rehabilitation Clinics</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>Conger Living Health Centers</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>CORF</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>End Stage Renal Dialysis</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>General Acute Care Hospitals</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>Home Health Agency</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>Intermediate Care Facilities</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>Referral Agencies</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>Rehabilitation Agencies</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>Rehabilitation Agencies Satellite</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>Surgical Centers</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced
<b>Skilled Nursing Facilities</b>	Health Facilities Division (L.A. County)	Routine - Code Enforcement	Annual	Unannounced

Private Facilities	Inspected By	Type of Inspection	Inspection Frequency	Notice Requirements
<b>Group Home Facilities</b>	Institutional Inspection Commission	Overall Conditions	Annual	Unannounced
	<b>Health Department (State &amp; County)</b>			Unannounced
	Environmental Health - Public Health	Overall Conditions	Annual	Unannounced
	Medical/Mental Health	Routine - Code Enforcement	Annual	Unannounced
	Nutritional	Routine - Code Enforcement	Annual	Unannounced
<b>Hospice</b>	Health Facilities Division	Overall Conditions	Annual	Unannounced
<b>Restaurants</b>	Environmental Health - Public Health	Routine - Code Enforcement	1 - 3 per year	Unannounced
<b>Bakeries</b>	Environmental Health - Public Health	Routine - Code Enforcement	1 - 3 per year	Unannounced
<b>Markets</b>	Environmental Health - Public Health	Routine - Code Enforcement	1 - 3 per year	Unannounced
<b>Public School Cafeterias</b>	Environmental Health - Public Health	Code Enforcement	Based upon complaint	Unannounced
<b>Fairs and Carnivals</b>	Environmental Health - Public Health	Routine - Code Enforcement	1 - 3 per year	Unannounced
<b>Race Tracks</b>	Environmental Health - Public Health	Routine - Code Enforcement	1 - 3 per year	Unannounced
<b>Food Warehouses</b>	Environmental Health - Public Health	Routine - Code Enforcement	1 - 3 per year	Unannounced
<b>Theaters</b>	Environmental Health - Public Health	Routine - Code Enforcement	1 - 3 per year	Unannounced
<b>Senior Citizen Centers</b>	Environmental Health - Public Health	Routine - Code Enforcement	1 - 3 per year	Unannounced
<b>Swap Meets</b>	Environmental Health - Public Health	Routine - Code Enforcement	1 - 3 per year	Unannounced
<b>Multiple Family Dwellings</b>	Environmental Health - Public Health	Routine - Code Enforcement	1 - 3 per year	Unannounced
<b>Pet Food Stores</b>	Environmental Health - Public Health	Routine - Code Enforcement	1 - 3 per year	Unannounced
<b>Self-Service Laundries</b>	Environmental Health - Public Health	Routine - Code Enforcement	1 - 3 per year	Unannounced
<b>Movie Caterers</b>	Environmental Health - Public Health	Routine - Code Enforcement	3 per year	Unannounced
<b>Employee Implant Feeding Srvs</b>	Environmental Health - Public Health	Routine - Code Enforcement	3 per year	Unannounced
<b>Catering Commissaries</b>	Environmental Health - Public Health	Routine - Code Enforcement	3 per year	Unannounced
<b>Food Vending Machines</b>	Environmental Health - Public Health	Routine - Code Enforcement	3 per year	Unannounced
<b>Ice Plant Manufacturers</b>	Environmental Health - Public Health	Routine - Code Enforcement	3 per year	Unannounced
<b>Soft-serve and Yogurt Machines</b>	Environmental Health - Public Health	Routine - Code Enforcement	3 per year	Unannounced
<b>Food Processing and Manufacturing Plants</b>	Environmental Health - Public Health	Routine - Code Enforcement	3 per year	Unannounced
<b>Hotels</b>	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
<b>Day Care Sites</b>	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
<b>Homeless Shelters</b>	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
<b>Half-Way Houses</b>	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
<b>Boarding Schools</b>	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
<b>Motels</b>	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced

Private Facilities	Inspected By	Type of Inspection	Inspection Frequency	Notice Requirements
Private Schools	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
Skid Row Missions	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
Bed and Breakfast Facilities	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
Garment Manufacturers	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
Commercial Laundries	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
Small Laundries (assoc w/ dry cleaners)	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
Wiping Rag Establishments	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
Irrigation Wells	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
Septic & Chemical Toilet Pumpers	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
Toilet Rental Agencies	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
Camping Facilities	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
U.S. Forest Services - Special Use Cabins	Environmental Health - Public Health	Routine - Code Enforcement	Annual	Unannounced
All X-Ray Machines	Environmental Health - Public Health	Routine - Code Enforcement	1 to 3 years	Unannounced
Radioactive Material Users	Environmental Health - Public Health	Routine - Code Enforcement	1 to 3 years	Unannounced
(Medical, Dental, Research and Industrial)	Environmental Health - Public Health	Routine - Code Enforcement	1 to 3 years	Unannounced
Public Swimming Pools	Environmental Health - Public Health	Routine - Code Enforcement	Weekly/Monthly/Yearly	Unannounced
Ocean Water	Environmental Health - Public Health	Routine - Code Enforcement	Weekly/Monthly/Yearly	Unannounced
Health Clubs/Spas	Environmental Health - Public Health	Routine - Code Enforcement	Weekly/Monthly/Yearly	Unannounced
Fresh Water Swim Areas	Environmental Health - Public Health	Routine - Code Enforcement	Weekly/Monthly/Yearly	Unannounced
Mobile Food Units	Environmental Health - Public Health	Routine - Code Enforcement	3 per year	Unannounced
(Ice Cream and Industrial Vehicles)	Environmental Health - Public Health	Routine - Code Enforcement	3 per year	Unannounced
Mobile Carnival Trailer	Environmental Health - Public Health	Routine - Code Enforcement	3 per year	Unannounced
Swap Meets	Environmental Health - Public Health	Routine - Code Enforcement	3 per year	Unannounced
Farmers' Markets Vehicles	Environmental Health - Public Health	Routine - Code Enforcement	3 per year	Unannounced
Food Service Carts	Environmental Health - Public Health	Routine - Code Enforcement	3 per year	Unannounced
Licensed Animal Keepers	Environmental Health - Public Health	Routine - Code Enforcement	2 per year	Unannounced
Solid Waste	Environmental Health - Public Health	Routine - Code Enforcement	1 to 12 per year	Unannounced
Landfills, Transfer Stations, Waste Haulers	Environmental Health - Public Health	Routine - Code Enforcement	2 to 12 per year	Unannounced
Composting Facilities	Environmental Health - Public Health	Routine - Code Enforcement	1 to 12 per year	Unannounced

**Types of Inspection:**

**Overall Conditions:** Inspection covers fire, safety, maintenance, security, and food/nutritional inspections.

**Routine - Code Enforcement:** Check for compliance with State and Local Codes, license accreditation, fire and workplace safety.

**Investigation:** Inspection covers specific area based upon a complaint received or Board directive.

**Code Compliance:** Inspection focuses on compliance with Federal, State, and Local government guidelines and health and safety codes.

**Housing and Inmate Treatment:** Inspection focuses on the overall conditions under which inmates are housed and civil/humane treatment by facility personnel.